mississippi department of Information Technology Services

Craig P. Orgeron, Ph.D., Executive Director

LOC Questions and Clarifications Memorandum

To:	Solicited Vendors for Letter of Configuration (LOC) Number 40481, dated January 23, 2015 for the Mississippi Department of Human Services (MDHS)
From:	Craig P. Orgeron, Ph.D.
Date:	February 11, 2015
Subject:	Responses to Questions Submitted and Clarifications to Specifications
Contact Name:	Teresa Washington
Contact Phone Number:	601-432-8049
Contact E-mail Address:	teresa.washington@its.ms.gov

LOC Number 40481 is hereby amended as follows:

Item 5.18.2 is being modified to read, "Ability to maintain adequate audit and accounting logs to be used in the balancing and reconciliation processes, and track confidential print and waste. <u>A sample log must be included with the Vendor's response.</u>"

The following questions were submitted to ITS and are being presented as they were submitted, except to remove any reference to a specific vendor. This information should assist you in formulating your response.

Question 1: Average monthly volume per printer?

Response: The average monthly volume is 362,500 per printer.

Question 2: Of the average monthly volume per printer, what percentage is simplex (single-sided) workflow?

Response: 40%

Question 3: Of the Average monthly volume per printer, what percentage is duplex (two-sided) workflow?

Response: 60%

Question 4: 5.5: Is line art (curves, diagonals, shapes) very prevalent in MSDH proposed printing?

Response: **Approximately 15% of MDHS' printing has line art.**

Question 5:   5.9.1: Which "storage" must be scalable -- rasterized job (print-ready) storage or PDL job (spooled job) storage?

Response: **PDL jobs must be scalable. Current print jobs spool from the mainframe, and range in size from 1 to 200,000 pages. MDHS wants printers with enough memory to handle both speed and storage with no impact on the print job.**

Question 6:   5.12.1: Will "XPAF" continue to operate on the mainframe beyond the date of solution implementation regardless of Vendor selected?

Response: **No. XPAF will not continue to operate on the mainframe if the awarded Vendor has a suitable replacement.**

Question 7:   5.16: Does MSDH use "DesignPro Elixir" to compile GUI-designed forms or FSL-coded forms to FRMs?

Response: **MDHS uses DesignPro Elixir for both.**

Question 8:   5.17.7: If no change is proposed to DesignPro and LCDS/DJDE printing, does MSDH require an alternative proposed to these legacy systems?

Response: **Yes. Please refer to Items 5.10 and 5.16 in the LOC.**

Question 9:   5.18.2: What role must software play in the "track[ing of] … confidential print and waste"? We need to determine the degree to which typical printer system logs must reflect paper moved by the printing system. . Must the printer logs track, for example, the paper damaged during misfeeds, or paper ejected undamaged in order to clear the machine during maintenance?

Response: **With reports generated by the log, auditors can account for every piece of paper. The reports reconcile input from all sources with output to all destinations, whether delivered to a valid output tray, purge tray, or sample tray. This ensures the physical accounting of every single sheet of paper fed into the printer and contributes to the efficient and secure stock utilization and management, saves costs by identifying sources of waste and loss. The log will also track and account for spoiled sheets which are removed by the operator due to jams. This prevents duplicate and or fraudulent documents, and collects and tracks data on a continuous basis with no impact on the workflow throughput of the printers. A sample log is attached for reference.**

LOC responses are due February 23, 2015, at 3:00 p.m. (Central Time).

If you have any questions concerning the information above or if we can be of further assistance, please contact Teresa Washington at 601-432-8049 or via email at teresa.washington@its.ms.gov.

Attachment: Media Log

cc: ITS Project File Number 40481

3771 Eastwood Drive
Jackson, MS 39211-6381
Phone: 601-432-8000
Fax: 601-713-6380
www.its.ms.gov

Craig P. Orgeron, Ph.D., Executive Director

LOC Questions and Clarifications Memorandum

To: Solicited Vendors for Letter of Configuration (LOC) Number 40481, dated January 23, 2015 for the Mississippi Department of Human Services (MDHS)

From: Craig P. Orgeron, Ph.D.

Date: February 11, 2015

Subject: Responses to Questions Submitted and Clarifications to Specifications

Contact Name: Teresa Washington

Contact Phone Number: 601-432-8049

Contact E-mail Address: teresa.washington@its.ms.gov

LOC Number 40481 is hereby amended as follows:

Item 5.18.2 is being modified to read, "Ability to maintain adequate audit and accounting logs to be used in the balancing and reconciliation processes, and track confidential print and waste. <u>A sample log must be included with the Vendor's response.</u>"

The following questions were submitted to ITS and are being presented as they were submitted, except to remove any reference to a specific vendor. This information should assist you in formulating your response.

Question 1: Average monthly volume per printer?

Response: **The average monthly volume is 362,500 per printer.**

Question 2: Of the average monthly volume per printer, what percentage is simplex (single-sided) workflow?

Response: **40%**

Question 3: Of the Average monthly volume per printer, what percentage is duplex (two-sided) workflow?

Response: **60%**

Question 4: 5.5: Is line art (curves, diagonals, shapes) very prevalent in MSDH proposed printing?

Response: **Approximately 15% of MDHS' printing has line art.**

Question 5:   5.9.1: Which "storage" must be scalable -- rasterized job (print-ready) storage or PDL job (spooled job) storage?

Response: **PDL jobs must be scalable. Current print jobs spool from the mainframe, and range in size from 1 to 200,000 pages. MDHS wants printers with enough memory to handle both speed and storage with no impact on the print job.**

Question 6:   5.12.1: Will "XPAF" continue to operate on the mainframe beyond the date of solution implementation regardless of Vendor selected?

Response: **No. XPAF will not continue to operate on the mainframe if the awarded Vendor has a suitable replacement.**

Question 7:   5.16: Does MSDH use "DesignPro Elixir" to compile GUI-designed forms or FSL-coded forms to FRMs?

Response: **MDHS uses DesignPro Elixir for both.**

Question 8:   5.17.7: If no change is proposed to DesignPro and LCDS/DJDE printing, does MSDH require an alternative proposed to these legacy systems?

Response: **Yes. Please refer to Items 5.10 and 5.16 in the LOC.**

Question 9:   5.18.2: What role must software play in the "track[ing of] … confidential print and waste"? We need to determine the degree to which typical printer system logs must reflect paper moved by the printing system. . Must the printer logs track, for example, the paper damaged during misfeeds, or paper ejected undamaged in order to clear the machine during maintenance?

Response: **With reports generated by the log, auditors can account for every piece of paper. The reports reconcile input from all sources with output to all destinations, whether delivered to a valid output tray, purge tray, or sample tray. This ensures the physical accounting of every single sheet of paper fed into the printer and contributes to the efficient and secure stock utilization and management, saves costs by identifying sources of waste and loss. The log will also track and account for spoiled sheets which are removed by the operator due to jams. This prevents duplicate and or fraudulent documents, and collects and tracks data on a continuous basis with no impact on the workflow throughput of the printers. A sample log is attached for reference.**

LOC responses are due February 23, 2015, at 3:00 p.m. (Central Time).

If you have any questions concerning the information above or if we can be of further assistance, please contact Teresa Washington at 601-432-8049 or via email at teresa.washington@its.ms.gov.

Attachment: Media Log

cc: ITS Project File Number 40481